

Guru Nanak Sikh Academy

Sixth Form Year 12 Admission - September 2021

Admissions Policy and Procedures



If you require a translation of this document into Punjabi or another language, please contact the Academy Office on 0208 573 6085.

A copy of this form is available to download from the Academy Website:
www.gurunanaksikhacademy.co.uk

ADMISSIONS PROCEDURES

Applying for a Place at Guru Nanak Sikh Academy Year 12

Students normally transfer to Year 12 after completing their GCSEs in Year 11. **It is your responsibility to check the exact closing date and time for the submission of the application.**

Internal students

Students who already attend Guru Nanak Sikh Academy have to complete the Internal Sixth Form Application Form obtainable from the Academy Office.

External students

Students who are applying to Guru Nanak Sikh Academy from another educational institution have to complete both the Sixth Form Application Form and a Commitment to Faith Form, obtainable from the Academy Office or online from the school website www.gurunanaksikhacademy.co.uk

All relevant forms must be returned to Guru Nanak Sikh Academy by Friday 15th January 2021

It is important that you note the closing date and time for the return of forms. All application forms handed into the Academy Office will be date stamped and the applicants will be given a receipt. This receipt should be kept in a safe place should you need to present it for any appeals.

The Admissions Panel (on behalf of the Governing Body) makes all the decisions about admissions. The Principal does not see any parent in respect of a student's admission to the Academy and cannot discuss any individual application.

Relevant Dates to Note:

- Post 16 Virtual Evening on **Thursday 15th October 2020**
- Closing date for applications is **Friday 15th January 2021.**
- Offers of places to students from **Monday 15th March 2021.**
- Contact Academy Office with GCSE results **DATE TO BE CONFIRMED BY THE DfE.**
- Deadline for receipt of intention to appeal should be made to Guru Nanak Sikh Academy by **Friday 10th September 2021.**
- Appeals to be heard during **September/October 2021.**

ADMISSIONS POLICY

Guru Nanak Sikh Academy Sixth Form Admission Criteria 2021-2022

1. Internal students

Guru Nanak Sikh Academy welcomes admissions to the Sixth Form both from its own students and students from other schools.

The Governing Body of Guru Nanak Sikh Academy will admit up to 180 students in the Sixth Form.

All students who are on roll in Year 11 at Guru Nanak Sikh Academy, in the year of admission, have the right to a place in Year 12 provided:

- A) They have achieved five GCSEs, grade 9 - 4, including English Language and English Literature, and Maths.
- B) They meet the general entry requirements for the course of study they have chosen, e.g. at least a grade 6, 7, 8 in the subject they wish to pursue at A Level (refer to Subject Sheet for further information).
- C) The courses they have chosen are running.
- D) The course has sufficient number of students.
- E) They apply in writing before the published deadline.

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2. External Students

External students on roll in Year 11 at other schools are eligible for admission in our Sixth Form, provided they meet the following conditions:

- A) Children living with parents, who **demonstrates a commitment to the Sikh Faith**. Evidence of this will be required through the completion of a Commitment to Faith Form.
- B) Children living with parents, at **least one of whom attends worship at least monthly in the tradition of any faith other than Sikh**. Evidence of this will be required through the completion of a Commitment to Faith Form.
- C) They are willing to support the published aims and ethos of the Academy.
- D) They have achieved at least five GCSEs, grade 9 - 4, with a minimum of a grade 4 in both English Language and English Literature and Mathematics.
- E) They meet the general entry requirements for the course of study they have chosen, e.g. at least a grade 6, 7, 8 in the subject they wish to pursue at A Level.
- F) The courses they have chosen are running.
- G) The courses they have chosen are not full.
- H) They apply in writing before the published deadline.

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Right of Appeal

A student or a parent who is refused an Academy place has the right to appeal to an Independent Appeal Panel.

Notes

Entry requirements are published online and are available from the Admin Office on request.

The school reserves the right to withdraw courses published in the Sixth Form Prospectus. This may be due to the course being unavailable or due to staffing issues.

The course will be deemed full when, in the view of the school, an additional student on the course would adversely affect the quality of learning of others or would have adverse health and safety implications. The number will therefore depend on the particular subject and the conditions under which it is taught.

Student applications received after the published deadline will be reviewed along with any other 'in year' applications. If there is a vacant place it is allocated by the Admissions Panel according to the Admissions Criteria.

All students who apply to join the Sixth Form must attend a meeting with the Transition and Enrichment Coordinator. The purpose of the meeting is to discuss with the student the expectations of study in the Sixth Form and to discuss the students' choice. It is not an admissions interview and the Transition and Enrichment Coordinator is not on the Governors Admissions Panel.

Students who apply after the published deadline will be placed on a reserve list in date order and will be admitted if places remain on the courses they have chosen, provided they meet the appropriate criteria.

Sixth Form students and their parents will be notified by the Admissions Panel of the Governing Body in writing if they have been accepted or refused a place in the Sixth Form.